



# Compassion Foundation APPLICATION FOR EMPLOYMENT

## General Information

Date of Application: \_\_\_\_\_  
Month/Day/Year

Instructions to be followed by the applicant:

- Please answer all questions with clarity.
- All answers should be verifiable.

## 1. Personal Information

Name: \_\_\_\_\_ Date of Birth (dd/mm/yy): \_\_\_\_\_

Present Address \_\_\_\_\_  
\_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Number: \_\_\_\_\_ Office Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Identification Card No. \_\_\_\_\_ Issued at: \_\_\_\_\_

Date Issued: \_\_\_\_\_ Date Expired: \_\_\_\_\_ Nationality: \_\_\_\_\_ Religion: \_\_\_\_\_

Military doc. \_\_\_\_\_

Marital status:  Single  Married  Separated  Divorced  Widowed

Name of Spouse \_\_\_\_\_ Occupation \_\_\_\_\_ Work place \_\_\_\_\_

Children: 1. \_\_\_\_\_ Age \_\_\_\_\_ 2. \_\_\_\_\_ Age \_\_\_\_\_  
3. \_\_\_\_\_ Age \_\_\_\_\_



**2. Position Applying For & Other Information**

Position Applied for: \_\_\_\_\_ Expected Earnings: \_\_\_\_\_ Bt.

You know this position from (pls check ✓ in front of your answer)

- \_\_\_\_\_ Compassion Staff (Pls specify \_\_\_\_\_)
- \_\_\_\_\_ Friends or relatives \_\_\_\_\_ Forwarded email
- \_\_\_\_\_ Bulletin board at church or organization (Pls specify \_\_\_\_\_)
- \_\_\_\_\_ Christian newspaper, magazine or newsletter (Pls specify \_\_\_\_\_)
- \_\_\_\_\_ Websites (Pls specify \_\_\_\_\_)
- \_\_\_\_\_ Compassion's church partner (Project TH- \_\_\_\_\_)
- \_\_\_\_\_ Other (Pls specify \_\_\_\_\_)

Have you ever apply for any position at Compassion Thailand?

No.  Yes. When? \_\_\_\_\_ What Position? \_\_\_\_\_

How soon can you start? (M/D/Y) \_\_\_\_\_

**3. Educational History**

Schools Attended	Grade Completed	Name of School/Location	Year Entered	Year Completed	Title of Diploma/Degree

**4. Language Skills**

Language	Spoken	Read	Written

**5. Computer Skills**

Level of using	Basic	Advance
Microsoft Word		
Microsoft Excel		
Microsoft Power Point		
Others		
1.		
2.		



**6. Work History & Job Experience (List Most Recent Employers First)**

Previous Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Employer Address: : \_\_\_\_\_

Telephone: \_\_\_\_\_

Last Salary: \_\_\_\_\_ B Supervisor's Name \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Work Performed: \_\_\_\_\_

**Next Most Recent Employer**

Previous Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Employer Address: : \_\_\_\_\_

Telephone: \_\_\_\_\_

Last Salary: \_\_\_\_\_ B Supervisor's Name \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Work Performed: \_\_\_\_\_



Previous Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Employer Address: : \_\_\_\_\_

Telephone: \_\_\_\_\_

Last Salary: \_\_\_\_\_ B Supervisor's Name \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Work Performed: \_\_\_\_\_

**7. Special Skills**

7.1 Describe skill and experience in computer hardware and software or other office equipment:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7.2 Please describe your 3 best skills:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

7.3 Special honors or awards:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**8. Contact Authorization**

In case we were to need additional information with reference to your work history, or work data, do you authorize us to contact your present or previous employer?

Yes \_\_\_\_\_ No \_\_\_\_\_ Signature: \_\_\_\_\_.



**9. Personal References**

Please provide us with the name of your pastor, church affiliation, Previous supervisor who not family members, who know you well, and have known you for at least two years. If this information is already included in your previous curriculum vitae/resume, please add a note stating such.

Full Name:	Phone (Day/Evening):	Relationship:	Email addressS:

**10. Summarize special job-related skills and qualifications acquired from employment or other experiences that are relevant to the position for which you are applying:**

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**11. Please explain why Compassion Thailand should accept you into this position?**

(Provide up to three responses)

1. 

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2. 

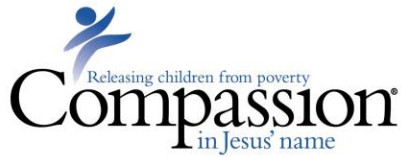
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3. 

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**12. Personal Testimony**

**In a separate document or piece of paper, please state your personal beliefs about God. Describe your relationship with Christ from the beginning to the present.**



**13. Other Information**

Name of local church you attend:

\_\_\_\_\_

What work or volunteer experience have you had in your church, the Christian community or other types of service?

\_\_\_\_\_  
\_\_\_\_\_

What motivates you to apply at Compassion International?

\_\_\_\_\_

**14. Employee Acknowledgement**

To the best of my knowledge, I declare that all information provided in this application is the truth.

\_\_\_\_\_

Date

\_\_\_\_\_

Applicant's signature

**We look forward to receiving your application. Thank you for your interest in serving the Lord at Compassion Thailand. It is our prayer that God will fulfill His perfect will in the lives of all applicants.**

**To be considered for candidacy, please submit the following documents:**

1. A formal application
2. Three letters of recommendation: From a present or former employer (Note: we will not contact your present employer without your authorization); from your church pastor; from another individual who knows you well, but is not family.
3. A written history of your personal Christian testimony. Include present church affiliation, activities and responsibilities.
4. A Curriculum Vitae/Resume.
5. One 2" photo
6. TOEIC scores (if available)